

On the Green

EDWARD MINER GALLAUDET MEMORIAL LIBRARY
GALLAUDET COLLEGE
WASHINGTON, D. C.

VOL. VIII No. 14
March 6, 1978

CONGRATULATIONS TO GALLAUDET'S SECRETARIES

Recently the Office of General Services completed a clerical and secretarial skills test validation study. This project was undertaken to insure that the typing skills, clerical skills and experience levels required of applicants for clerical and secretarial positions on campus were equitable ones. The study involved approximately one-half of the College's clerical and secretarial workforce, each of whom took at least three different typing tests and two clerical skills tests. Gally secretaries consistently scored higher than other groups across the country to whom these same tests were given. In fact, 85% of the secretaries at Gally typed 50 wpm or more with a high degree of accuracy and over 50% typed 62 wpm or more. The college's current maximum required typing speed is 65 wpm for Administrative Secretary positions.

Along with the test, the sample group was also asked to complete a detailed questionnaire about their job tasks, their backgrounds and their skills. The following picture of the average secretary at Gally emerges: she is a hearing female in her early thirties with a little over a year of education beyond high school. She has approximately six years of work experience, is likely to have a male supervisor and probably does her typing on an IBM correcting selectric.

COAST TO COAST COASTERS

This exhibition which traces the history of the roller coaster, will be shown in the MSSD lobby from March 1 to April 7. Circulated by the Smithsonian Institution Traveling Exhibition Service, the photo/text show follows the development of the ride from early Russian ice slides to "scenic railways" through modern high-speed Thunderbolts, Bobs and Cyclones. The Gallaudet community is invited to share the "ups and downs" of this exhibit.

NEW EXECUTIVE DIRECTOR NAMED FOR IAPD

The International Association of Parents of the Deaf announces the selection of Lavana A. Faison as the new Executive Director for the organization. Ms. Faison will begin work on April 3, and brings a wealth of experience in community service to IAPD. Ms. Faison's main goal for IAPD's future is greater visibility for the organization and greater participation on the part of parents, especially parents from minority groups.

FREE INCOME TAX HELP FROM P.G. LIBRARIES

Income tax help will be provided by the VITA Program (Volunteer Income Tax Assistance) at various branch libraries throughout Prince George's County through April. Interpreters will be present at the New Carrollton Branch Library on Thursday evenings from 7 - 9 p.m. until April 13. Help will be given on a first-come, first-seen basis.

For more information contact the Adult Services Office, 699-3500; TTY 699-9113.

GERMAN MEASLES ON CAMPUS

The Student Health Service has recently found a case of German Measles on campus. They suspect there are others and are presently performing tests on other students. As you know Rubella is known to cause problems for the fetus of pregnant women during the first three months. It is very important that any persons on campus who are in the first three months of pregnancy contact their private physician regarding follow-up.

CHANGES

The SBG Office telephone number has been changed to 447-0352.

POSITIONS AVAILABLE

SECRETARY I: Physical Plant Adm. Off.
SECRETARY II: Business Manager
SYSTEMS ELECTRONIC TECHNICIAN: MSSD
CLERK TYPIST: Washburn Building
CLERK TYPIST: New Student Summer Prog.
ASSISTANT TO THE GROUNDS SUPERVISOR:
PP-Grounds
CUSTODIAN: PP-Custodial Services
SAFETY AND SECURITY OFFICER: Dept. of
Security
UTILITIES MANAGER: PP-Central Utilities
RECEPTIONIST/CLERK TYPIST: Residence
Programs
PROGRAMMER/ANALYST: Accounting
WORK CONTROL COORDINATOR: PP-Adm.
POSTAL CLERK: Post Office
PROJECT SECRETARY: Purchasing
PUBLIC INFORMATION ASSISTANT: MSSD
GROUNDSKEEPER: PP-Grounds
ENGINEER, FIRST CLASS-UNRESTRICTED:
PP-Central Utilities
BUYER II: Purchasing Dept.
DIRECTOR, VISUAL COMMUNICATION CTR.:
Ed. Tech.
STUDENT RECRUITER: Admissions and Records
COORDINATOR OF ALUMNI RELATIONS: Alumni/
Public Relations
INSTRUCTOR: Drama Dept.
DIAGNOSTIC/PRESCRIPTIVE CLASSROOM TEACHER:
KDES
INSTRUCTOR COLLEGE PREP. MATHEMATICS: Dept.
of Mathematics
SUPERVISING TEACHERS: MSSD
ASSISTANT PROFESSOR: Dept. of Psychology
INSTRUCTOR: Dept. of Romance Languages
COUNSELOR EDUCATION POSITIONS: Dept. of
Counseling
PSYCHOLOGIST: KDES
ASSISTANT DEAN OF STUDENTS: MSSD
ECONOMICS-INSTRUCTOR: Dept. of Economics

GALLAUDET COLLEGE IS AN EQUAL OPPORTUNITY
EMPLOYER/EDUCATIONAL INSTITUTION. PROGRAMS
AND SERVICES OFFERED BY GALLAUDET COLLEGE
RECEIVE SUBSTANTIAL FINANCIAL SUPPORT FROM
THE DEPARTMENT OF HEALTH, EDUCATION AND
WELFARE.

Janet Bailey

LA LECHE LEAGUE FOR THE DEAF HOLDS A BABY BOUTIQUE

Spring cleaning time is fast approaching and the La Leche League for the Deaf of Metro Washington asks that you donate any new or used baby and childrens clothing, reuseable toys and books, baby equipment and any other items you may want to give.

The group will be having a benefit baby boutique on Saturday, May 13, from 1 - 4 p.m. in the garage of Doris Schwarz, 4702 Franklin St., Kensington, Md. Plants, crafts and nutritious baked goods will also be available. Proceeds from this project will help expand their library of films, books and magazines on breastfeeding, childbirth education, nutrition and values of family relationships.

If you are interested in donating items please contact Doris Schwarz x621 or Mary Yeh x411.

AMONG OURSELVES

--Ramon Rodriguez presented a paper at the National Association of Laboratory Schools on February 22, 1978, in Chicago. He also conducted a workshop in P.L. 94-142 for the Florida Registry of Interpreters of the Deaf and the Bay Area Deaf and Blind Awareness Club in Tampa, Fla., on February 24 and 25.
--The Purchasing Dept. is pleased to announce the recent addition of Vyron K. Johnson to its professional staff, as a Buyer.

--Dennis Cokely presented a speech on the "Assessment Needs in Manual Communication for Pre-College Students" for the First Friday Research Seminars on Deafness sponsored by the Division of Research and Evaluation, MSSD.

ON THE GREEN is published each week by the Office of Alumni and Public Relations for the faculty and staff of Gallaudet College.

